

## **LINCOLN WATER COMMISSIONERS**

**March 11, 2015**

### **Regular Meeting**

The regular monthly meeting of the Lincoln Board of Water Commissioners was held at the Lincoln Water Commission office with Commissioners Frederick Conklin, Edward Fox and George Hadley present. Commissioners Eric Fox and Rene Lapierre were absent. Also present were Water Superintendent Romeo Mendes, Assistant to the Superintendent Lewis Prescott and Maureen Smith. The meeting was called to order at 5:00 p.m.

### **PUBLIC COMMENT**

There was no public comment at the March 11, 2015 meeting.

### **CONSENT AGENDA –**

Motion to approve the Consent agenda passed unanimously. (GH-EF)

The following items were listed on the consent agenda for the March 11, 2015 meeting:

- January 14, 2015 Minutes
- January 22, 2015 Minutes
- February 11, 2015 Minutes
- January 2015 Superintendents Report
- February 2015 Superintendents Report
- January 2015 Monthly Abatements
- February 2015 Monthly Abatements

- **January 2015 Account Transaction Report**
- **February 2015 Account Transaction Report**
- **News Articles regarding Employee Handbooks, the Scituate Reservoir, Albion Main Break and Saylesville Mill Roof Collapse.**

#### **MINUTES –**

- **January 14, 2015 Executive Session**
- **February 11, 2015 Executive Session**

**Motion to accept the January 14, 2015 and February 11, 2015 Executive Session minutes passed unanimously. (EF-GH)**

- **Discussion and Action regarding posting minutes**

**Commissioners discussed posting minutes on the Secretary of State web-site.**

**Motion to post meeting minutes on the Secretary of State website passed unanimously (EF-GH)**

#### **SUPERINTENDENTS REPORT**

**The Superintendents Reports for January and February were passed with the consent agenda**

#### **MONTHLY FINANCIAL REPORT**

**The January 2015 and February 2015 operating and revenue report was presented to the Board for approval.**

**Motion to accept the expenditure and revenue reports for the months of January 2015 and February 2015 passed unanimously. (GH-EF)**

**Motion to send the monthly financial status reports for January 2015 and February 2015 to the Town Finance Director passed**

**unanimously. (GH-EF)**

## **OUTSTANDING BALANCE REPORT**

**The outstanding balance report for the months of January 2015 and February 2015 were discussed by the Board and will be placed on file.**

**The outstanding balance due over 120 days for January was \$166,542.00 and \$139,934.00 for February 2015. These amounts are higher than the December 2014 report. The higher amounts are due to the Commission is observing a moratorium on terminations due to the extreme weather this winter. Service discontinuations for non-payment letters are currently being issued.**

**Superintendent Mendes advised the Board that there is pending legislation regarding a moratorium for service termination during the winter months.**

## **CAPITAL ACCOUNTS**

**The Capital Accounts report for January 2015 and February 2015 was received and reviewed by the Commission and will be placed on file. Interest on investments has gone up for the months of January 2015 and February 2015.**

## **MONTHLY INVOICES**

**Motion to remove Larry's Auto from the list of payables and vote on separately passed unanimously. (GH-FC)**

**Commissioner Fox recused himself from the vote**

**Motion to pay Larry's Auto in the amount of \$620.97 passed unanimously. (GH-FC)**

**Commissioner Edward Fox recused himself from the vote.**

**Motion to approve payment of the remaining February 2014 Accounts Payable in the amount of \$138,245.37 and Direct Payments in the amount of \$351,191.65 passed unanimously. (EF-GH)**

## **ABATEMENTS**

### **a. Regular Monthly Abatements**

**Motion to approve the January 2015 abatements in the total amount of \$115.85 passed with the consent agenda.**

- Senior Abatements - \$40.85**
- Billing Error – \$75.00**

**Motion to approve the February 2015 abatements in the total amount of \$66.46 passed with the consent agenda.**

- Senior Abatements - \$66.46**

## **ACCOUNT TRANSACTION REPORT**

**Motion to accept the Transaction Reports for January 2015 and February 2015 passed with the consent agenda**

## **CORRESPONDENCE**

**Commissioners reviewed correspondence from the RI Interlocal Trust regarding snow removal on roofs and the quarterly publication. The correspondence will be placed on file.**

## **UNFINISHED BUSINESS**

### **a. Pension – Discussion**

**Commissioners reviewed and discussed current pension contributions for office staff. Discussions were to offer a Lincoln Water Commission pension contribution to the current 457B plan in**

**the amount of 8% yearly of the employee's salary/wages. This contribution will be in lieu of the current union pension plan.**

**Current contributions to the Union plan are \$3,900.00 yearly. Contractual obligations need to be checked and a formal policy will be drawn up. This will be offered to one employee for fiscal year 2014-2015, and will be offered to the remaining office staff in fiscal year 2015-2016.**

**Motion to accept new pension plan and offer to one office employee in fiscal year 2014/2015 and to remaining office employees in fiscal year 2015/2016 passed unanimously. (EF-GH)**

**c. Consent Agenda**

**Motion to revisit the consent agenda discussion in July passed unanimously. (EF-GH)**

**NEW BUSINESS**

**a) VFD Repairs/Upgrades –Superintendent Mendes advised the Board that the VFD's for the Old Louisquisset Pike and Albion Pump stations are in need of repair. The Superintendent distributed a breakdown of the costs associated with the repairs. Current controllers are from 1997 and parts are becoming increasingly difficult to obtain. This has also led to high costs for the maintenance agreements for the two stations.**

**Superintendent Mendes is recommending the replacement of both. He recommends that one be replaced in fiscal year 2014-2015 and the second be replaced in fiscal year 2015-2016.**

**Motion to replace and upgrade the failed system on Old Louisquisset**

**Pike pump station in fiscal year 2014/2015 and the Albion pump station in fiscal year 2015/2016 at a cost of \$11,778.00 for equipment, startup service and project support passed unanimously. (EF-GH)**

**b) Superintendent Mendes reviewed the Providence Water 2014 Consumer Confidence Report and Capital Improvement Update and Water Quality Report with the Board. The Superintendent advised he will begin work on the Commission's annual CCR. The reports should be mailed out with the July 1, 2015 billing.**

#### **CLAIMS –**

**The Commission reviewed a claim for fencing damaged during a water main repair on Main Street in Albion. The Superintendent advised that this will be addressed once the snow has melted and the ground thaws. Superintendent Mendes will send a letter to the property owner advising of the plan for repairs to the fence.**

**Motion to authorize the Superintendent to send a letter to the property owner passed unanimously. (EF-GH)**

**NEWS ARTICLES – News articles were passed with the consent agenda and will be placed on file.**

#### **EXECUTIVE SESSION**

**Motion to seek to adjourn to Executive Session per RIGL 42-46-5 (a) (2) to discuss Staff Promotions, Memorandum of Agreement – Grievance Local 1033 and Work Classification and Commensurate Pay Grade passed unanimously. (GH-EF)**

#### **EXECUTIVE SESSION – PUBLIC VOTE**

**Motion to Seal the minutes of Executive Session according to RIGL 42-46-7(c) passed unanimously. (GH-EF)**

**Motion to initiate staff promotions in fiscal year 2015/2016 based on the recommendations of the Superintendent, the Assistant to the Superintendent and the Foreman passed unanimously (EF-GH)**

**Motion to allow the Chairman to sign the memorandum of Agreement that amends language in the current contract resolving the grievance filed by Local 1033 passed in a 2 to 1 vote with Commissioner Fox voting no. (GH-FC)**

**Motion to accept the policy proposed by the Superintendent regarding work classifications and commensurate pay grade passed unanimously. (EF-GH)**

**ADJOURN**

**There being no further business before the board the meeting adjourned at 7:15 p.m.**